



KERRY PARK RECREATION COMMISSION

Tuesday, January 22nd, 2013

5:30 pm - Regular Commission Meeting
Kerry Park Recreation – Social Lounge

AGENDA

1. **APPROVAL OF AGENDA:**
2. **ADOPTION OF MINUTES:**
A1 - Adoption of the Kerry Park Commission meeting minutes – December 11th, 2012.
3. **BUSINESS ARISING FROM THE MINUTES:**
4. **DELEGATIONS:**
5. **DEPARTMENT REPORTS/CORRESPONDENCE:**
DR1 - Manager's Report
DR2 - Facility Coordinator's Report
6. **UNFINISHED BUSINESS:**
UB1 - Repair and maintenance
UB2 – Recreation Program Subsidy
7. **NEW BUSINESS:**
NB1 – Consultant Timelines for 2013 and next steps – Kim VanBurgen
8. **QUESTION PERIOD:**
9. **ADJOURNMENT:**

The next regularly scheduled commission meeting will be February 27nd 2013

Distribution:

Mike Walker,	Director Area A	Brian Harrison,	Appointee Area A
Bruce Fraser,	Director Area B	vacant	Appointee Area B
Gerry Giles,	Director Area C	Michael Croft,	Appointee Area C
Lori Iannidinardo	Director Area D	Leslie Heino	Appointee Area D
Kim Liddle,	Manager, South Cowichan Recreation		
Sheena Boyles	Admin and Facility Bookings Coordinator, South Cowichan Recreation		
Tony Liddle	Facilities Coordinator, South Cowichan Recreation		
Ron Austen	General Manager, Parks Recreation and Culture Department		
Jim Wakeham	Manager Facility, Fleet and Maintenance		

**COWICHAN VALLEY REGIONAL DISTRICT
KERRY PARK RECREATION CENTRE**

Minutes of the regular commission meeting of the Kerry Park Recreation Centre Commission, meeting held at Kerry Park Recreation Centre on Tuesday, December 11th, 2012 at 5:15 pm.

PRESENT: Chairperson: Mike Croft
Directors: Mike Walker, Bruce Fraser, Gerry Giles,
Lori Iannidinardo,
Commissioners: Leslie Heinio, Brian Harrison
Alternates: Kelly Musselwhite

ALSO

PRESENT: Kim Liddle, Manager, South Cowichan Recreation
Tony Liddle, S. C. Facility Operations Coordinator
Sheena Boyles, Recording Secretary
Jim Wakeham, Manager Facility, Fleet and Maintenance
Kim Van Bergen

CALL TO ORDER

The meeting was called to order at 5:30 pm.

**APPROVAL OF
AGENDA**

The agenda was amended to include the addition of NB2 Canada Day Grant and NB 3 Food and Beverage Service. It was moved and seconded that the agenda as amended be approved.

MOTION CARRIED

**ADOPTION OF
MINUTES**

It was moved and seconded that the minutes from the October 9th, 2012 Kerry Park Recreation Commission meeting be adopted as presented.

MOTION CARRIED

**BUSINESS ARISING
FROM THE MINUTES**

None

DELEGATIONS

None

**DEPARTMENT
REPORTS/
CORRESPONDENCE**

DR1. Managers Report

- Staff is working hard on the new CLASS database which goes live on January 1st 2013. This new database will amalgamate Kerry Park with the Island Savings Centre, Shawnigan Lake Community Centre and Cowichan Lake Recreation which will improve customer service for patrons registering for any programs within the CVRD Centres. This is also the first step in going to online registration.
- The new Winter/Spring Activity Guide comes out December 28th with registration starting January 2nd. The guide will also include information regarding North Cowichan's 2 tiered system change.
- Upcoming events include the Skating clubs Winter Carnival, followed by our Winter Wonderland, which is again generously sponsored by Thrifty Foods so that the whole event is free to the public.
- The Kerry Park Jr B Islanders have been sold to a local business person. Staff has already met with them and they

have lots of great ideas for improving the team. Staff is looking forward to working with the new owners and coaching staff

DR2. Coordinators Report

- We experienced our first Cardiac event here a couple of weeks ago. The user group did have doctor on their team that took control of the situation and the ambulance was called right away. Our AED was taken to the dressing room but not used. Staff responded well to the event. The gentleman who suffered the attack is doing well.
- The electric charging station has been installed, just finishing final hook up and should be online and ready for use by the end of the year. Public education will be the next step in getting the information out there to the public.

UNFINISHED BUSINESS**UB1 – Recreation Program Subsidy**

Staff has looked at what other Recreation Centre's do to assist patrons that have financial needs in order to participate in programs. Typically limits are set at \$90-\$150 family limit/year or something similar to 20 free skate/swim passes. Currently approximately \$1200 worth of attendance in programming is being requested Staff recommend \$100/family/year with the option of adding skate passes with a maximum yearly total of \$2000. Patrons are encouraged to first look at programs like Jump Start first.

MOTION It was moved and seconded that \$2000.00 per year be set aside by staff to assist with program subsidy.

MOTION CARRIED

UB2 – Female Dressing Room

Staff is working on the female dressing room project. The room will not have a shower or toilet but will be big enough for approximately 7-10 people to change in. It should be noted that BC Hockey does have a system of boys/girls sharing a dressing room so it is not imperative based on their requirements to have a separate room.

NEW BUSINESS**NB 1 – Consultant Stakeholder Meeting Update**

The consultant gave the commission an update and project report on her Pre-Consultation meeting with a variety of user groups and individuals. Discussion by the members followed on the items of the report.

NB2 – Canada Day Grant

It was moved and seconded that the Kerry Park Commission support sending a recommendation to the Cowichan Valley Regional District Board to approve staff submitting a grant application to the Celebrate Canada Committee for British Columbia c/o Canadian Heritage for funds to host the Canada Day Celebration in the South

Cowichan Area.

MOTION CARRIED

NB3 – Food & Beverage Service

The directors wanted to pass on their thank you to the food and beverage staff for their great service and quality meal for the volunteer appreciation dinner held at the beginning of the month.

QUESTION PERIOD **None**

MEETING DATE The next meeting is scheduled for January 22nd, 2012.

ADJOURNMENT The meeting adjourned at 6:40 pm

Chairperson

Secretary

Dated



KPRC Commission Meeting January 22, 2013

DR 1 – MANAGER’S REPORT

Topics:

- CLASS Database Update
- Drop-In Hockey Programs

DR 2 – FACILITY COORDINATOR’S REPORT

Topics:

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